



HEAVY FIRE EQUIPMENT OPERATOR

Exam Code: 4FS03

Department(s):	Department of Forestry & Fire Protection
Opening Date:	12/18/2013
Closing Date:	01/17/2014
Type of Recruitment:	Open - Nonpromotional
Salary:	MONTHLY-RANGED-SALARY A - \$3,829.00 to \$4,609.00 B - \$4,203.00 to \$5,060.00
Employment Type:	Permanent Full-time Permanent Part-time Permanent Intermittent Limited Term Full-time Limited Term Part-Time Limited Term Intermittent
Exam Type:	Statewide

EEO

An equal opportunity employer to all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age, or sexual orientation.

DRUG FREE STATEMENT

It is an objective of the State of California to achieve a drug-free state work place. Any applicant for State employment will be expected to behave in accordance with this objective, because the use of illegal drugs is inconsistent with the law of the state, the rules governing civil service, and the special trust placed in public servants.

WHO SHOULD APPLY?

Applicants who meet the minimum qualifications. This is an open – nonpromotional examination. Applications will NOT be accepted on a promotional basis.

FILING INSTRUCTIONS

Final Filing Date: **January 17, 2014**

Examination/Employment Application (STD. 678) is available at the California Department of Human Resources' website at www.jobs.ca.gov. Examination/Employment Application (STD. 678) may be submitted by mail or delivered in person.

Note: Applications will not be accepted via e-mail. DO NOT SUBMIT APPLICATIONS TO THE CALIFORNIA DEPARTMENT OF HUMAN RESOURCES.

MAIL:

Department of Forestry and Fire Protection
Examination Unit – (Attention: Tiffany Harris)
P.O. Box 944246
Sacramento, CA 94244-2460

SUBMIT IN PERSON:

Department of Forestry and Fire Protection
Examination Unit – (Attention: Tiffany Harris)
1300 U Street
Sacramento, CA 95818

Applications postmarked or personally delivered after the final filing date, **January 17, 2014**, will not be accepted for any reason.

SPECIAL TESTING ARRANGEMENTS

If you have a disability and need special testing arrangements, mark the appropriate box on the application and/or contact the Department of Forestry and Fire Protection at (916) 445-7824.

SALARY INFORMATION

A - \$3,829.00 to \$4,609.00

B - \$4,203.00 to \$5,060.00

Range A: This range shall apply to incumbents who do not meet the criteria for payment in Range B.

Range B: This range shall apply to incumbents in positions approved by the Department of Personnel Administration's and the State Personnel Board's staff as having regular, direct responsibility for work supervision, on-the-job training, and work performance evaluation of at least two inmates, wards or resident workers who substantially replace civil service employees for a total of at least 173 allocated hours of inmates', wards' or resident workers' time per pay period.

This range may also apply to employees in positions approved by the Department of Personnel Administration's staff as having direct supervisory responsibility over incumbents who meet the conditions stated above.

ELIGIBLE INFORMATION

An open eligible list will be established for the Department of Forestry and Fire Protection. This list will be abolished 12 months after it is established unless the needs of the service and conditions of the list warrant a change in this period.

REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION

All applicants must meet the education and/or experience requirements for this examination by **January 17, 2014**, the final filing date.

NOTE: Accepted applicants are required to bring either a photo identification card or two forms of signed identification to each phase of the examination.

All applications/resumes must include "from" and "to" employment dates (month/day/year), time base, and applicable civil service class titles. Applications/resumes received without this information will be rejected.

MINIMUM QUALIFICATIONS

Minimum Age: 18 years at the time of appointment.

Possession of the type of driver license required by law applicable to the types of heavy motorized vehicles operated on the job. (Applicants who do not possess the required license will be admitted to the examination, but must secure the license prior to the performance test.

and

One year of over the highway experience operating Class 8 transport vehicles with multi-speed manual shift transmissions, with a gross vehicle weight of at least 60,000 pounds or greater;

and

One year of experience operating D6 or D7 bulldozers or equivalent size bulldozers produced by other manufacturers. Qualifying bulldozer experience must include at least 500 hours of operation of the specified bulldozers in rugged terrain;

and

Education equivalent to completion of the twelfth grade.

NOTE: APPLICANTS MUST PROVIDE THE FOLLOWING SPECIFIC INFORMATION ON THE TWO-PAGE "TRUCK/BULLDOZER INFORMATION" FORM THAT IS ATTACHED TO THIS EXAMINATION ANNOUNCEMENT. COMPLETE AND RETURN THIS FORM WITH YOUR "EXAMINATION APPLICATION STD. 678". YOU MAY USE ADDITIONAL SHEETS, IF NECESSARY.

1. Applicants must specify the type(s) and weight(s) of Class 8 transport vehicle(s). Please note: You must have one year of over the highway experience operating Class 8 transport vehicles with multi-speed manual shift transmissions, with a gross vehicle weight of at least 60,000 pounds or greater. Please include name of employer(s), dates of employment, make/model of transport(s), weight of transport(s), hours per week driving (maximum of 40 hours per week), and total hours of operation. (See *"Truck/Bulldozer Information" form to submit this information.*)
- 2a. Applicants must specify the type(s) of bulldozer(s), the number of hours operating D6 or D7 bulldozers or equivalent size bulldozers. Please note: You must have one year of experience operating a D6 or D7 bulldozer or equivalent size bulldozer produced by other manufacturers. Please include name of employer(s), dates of employment, make/model of dozer(s), hours per week operating (maximum of 40 hours per week), and total hours of operation. (See *"Truck/Bulldozer Information" form to submit this information.*)
- 2b. Applicants must specify the type of terrain they were in while operating a D6 or D7 bulldozer or equivalent size bulldozer and number of hours. In addition to providing name(s) of employer(s), dates of employment, make/model of dozer(s), please provide examples of the type of terrain, including the percentage of slope, and total hours of operation in rugged terrain. Please note: You must have at least 500 hours of operation of the specified bulldozer in rugged terrain. (See *"Truck/Bulldozer Information" form to submit this information.*)
3. If applicants possess the required license, please provide the license number, class, and expiration date. (See *"Truck/Bulldozer Information" form to submit this information.*)

POSITION DESCRIPTION

A Heavy Fire Equipment Operator inspects transport, bulldozer, and personal protective equipment on a daily basis; operates heavy bulldozers, heavy-duty transports, motor-graders, trucks, back hoes, and other types of heavy equipment used in fire suppression work and other related emergency incidents, road maintenance, fire protection programs, and conservation project work; operates equipment during fire suppression operations in unfamiliar steep terrain, narrow mountainous roads, and under hazardous conditions; maintains records to be used in the development of reports of work performed; maintains physical fitness; performs preventive maintenance services on various equipment which may include tune-up, brake replacement and adjustment, oil changes, and lubrication; assists mechanics in major mechanical repairs to heavy-duty transports, heavy bulldozers, motor-graders, fire apparatus, and support vehicles which may include engine and transmission overhaul and fire pump repair; works with and/or supervises inmate and free personnel crews on fire line assignments, road construction assignments, forestry conservation projects, and in-camp work projects; interprets maps to determine type of terrain and location of projects and/or incidents; estimates cost of repairs and purchases required parts for equipment; assists in the maintenance and repair of state facilities; maintains and repairs miscellaneous equipment which may include chain saws and portable generators; obtains and maintains Incident Command System qualifications by attending required training; attends other training such as Cardio Pulmonary Resuscitation (CPR) and first responder; purchases parts and maintains parts inventory; train others in the safe practices and use of heavy equipment and support vehicle operations; performs modifications such as welding, fabrication, and limited body work to heavy equipment and vehicles; and maintains and tracks operational budget.

EXAMINATION INFORMATION

Qualifications Appraisal Interview: It is anticipated that interviews will be held during **March/April 2014**.

Performance Examination: It is anticipated that the performance examination will be held during **April/May 2014**.

The examination will consist of two phases. Phase one is a pass/fail qualifications appraisal interview. The qualifications appraisal interview will include a number of predetermined job-related questions. Candidates who do not pass phase one will **NOT** move on to phase two of the examination.

Candidates who pass the qualifications appraisal interview will move on to phase two. Phase two will consist of a performance test. In order to obtain a position on the eligible list, a minimum rating of 70% must be attained in the performance test.

CANDIDATES WHO DO NOT APPEAR FOR THE QUALIFICATIONS APPRAISAL INTERVIEW AND/OR PERFORMANCE TEST WILL BE DISQUALIFIED.

KNOWLEDGE, SKILLS, AND ABILITIES

Scope:

A. Knowledge of:

1. Bulldozer controls for safe maneuverability.
2. Proper operation and use of equipment to ensure the reliability of equipment and safety.
3. Transport semi-truck to safely operate on highways, steep, narrow, and rough roads.
4. Equipment capabilities in various environments to safely complete fire suppression assignments and various projects.
5. Transport trailer specifications to safely load and unload equipment.
6. Proper methods to secure loads in accordance with State and Federal regulations, and Department policies and procedures.
7. Equipment maintenance to ensure the reliability of equipment and safety.
8. Equipment adjustments to ensure the reliability of equipment and safety.
9. Diverse makes and models of equipment to operate various equipment.
10. Applicable laws, standards, and regulations pertaining to equipment operations to perform daily assignments.
11. Commercial Driver's License Program to comply with State and Federal regulations, and Department policies and procedures.
12. Equipment repair to ensure the reliability of equipment and safety.
13. Extralegal vehicle transportation requirements to be in compliance with State and Federal regulations.
14. Extralegal vehicle routing restrictions to be in compliance with State and Federal regulations.
15. Tools used in the maintenance, adjustment, and repair of equipment to ensure the reliability of equipment and safety.
16. 90-day equipment inspections to ensure equipment is in compliance with local, State, and Federal regulations.
17. Erosion control methods to reduce resource damage during fire line construction and road maintenance.
18. Extralegal vehicle permit application processes to be in compliance with State and Federal regulations.
19. Basic mathematics for accurate calculations when transporting equipment, timekeeping, and procurement.
20. Basic grammar for accurate report writing.

B. Skill to:

1. Safely operate equipment during fire suppression and various assignments on steep, rugged, and forested slopes.
2. Adequately control the bulldozer blade during fire suppression and various assignments.
3. Construct adequate fire lines and safety zones.
4. Operate extralegal loads safely during fire suppression and various assignments on highways and roads.
5. Operate hand/power tools and welders to diagnose, repair, and maintain equipment.

C. Ability to:

1. Safely operate vehicles and equipment in all types of terrain and conditions to accomplish assignments.
2. Maintain a valid Commercial Driver's License to enable the legal operation of Department-owned equipment.
3. Determine limitations of equipment during assignments and emergency situations.
4. Determine capabilities of equipment during assignments and emergency situations.
5. Operate transports safely in compliance with local, State and Federal regulations.
6. Effectively work in remote locations and adverse conditions in emergency/non-emergency situations.
7. Communicate effectively during stressful situations.
8. Read, write, comprehend, and communicate in English to exchange information and accomplish daily activities.
9. Work independently by following directions and taking appropriate actions with little or no supervision.
10. Follow oral instructions to ensure completion of assignments.
11. Follow written instructions to ensure completion of assignments.
12. Understand and employ good safety practices in order to maintain a safe work environment.
13. Demonstrate ethical and professional conduct with fellow employees, inmates, contracted employees and public citizens.
14. Safely perform physical activities to prevent injury.
15. Cooperate with personnel to complete assignments.
16. Operate a winch safely to aid immovable equipment.
17. Perform in a team environment contributing to a collaborative effort for problem solving and decision-making.
18. Communicate effectively at all organizational levels.
19. Maintain equipment to prevent possible equipment failures or accidents.
20. Manage multiple assignments to meet job demands of varying complexities.
21. Pass the Respiratory Protection Program physical for respiratory fit testing and wear.

22. Inspect equipment to determine required repairs.
23. Test equipment to determine if equipment is operating properly.
24. Prioritize assignments to maximize program efficiency.
25. Identify conflicts to provide a productive and safe work environment.
26. Establish goals and objectives as needed to maximize program efficiency.
27. Repair equipment for safe operations.
28. Resolve conflicts to provide a productive and safe work environment.

VETERANS PREFERENCE

Veterans' preference credits will be added to the final score for all competitors who are successful in this examination and who qualify for, and have requested these points. **VETERANS WHO HAVE ACHIEVED PERMANENT CIVIL SERVICE STATUS ARE NOT ELIGIBLE TO RECEIVE VETERANS' CREDITS.**

Note: Effective January 1, 2014, candidates who qualify for Veterans' Preference will be awarded to qualifying Veterans who are successful in the examination in the form of Rank placement rather than points. All individuals awarded Veterans' Preference will be certified in Rank 1 of the eligibility list, regardless of score. All Open Exams/Eligible lists will award Veterans' Preference, regardless of the classification.

CAREER CREDITS

Three career credits will be added to the final score of all competitors in this examination who qualify for the credits and attain a passing mark on the examination. (See "General Information" on this bulletin for information regarding career credits.)

PERSONAL CHARACTERISTICS

SPECIAL PERSONAL CHARACTERISTICS

Color vision adequate to successfully perform the job as measured by the Ishihara Pseudo-Chromatic Plate Test or for persons failing the Ishihara, the Farnsworth D-15 arrangement test; and visual acuity (Snellen) of not less than 20/100 without correction in each eye corrected to not less than 20/30 in one eye; hearing adequacy within speech frequencies (uncorrected); no more than mildly susceptible to poison oak; willingness to operate equipment under a variety of working conditions; willingness to work in an array of environments; willingness to work irregular hours, including weekends and holidays; willingness to work in inclement conditions; willingness to remain on duty as emergency circumstances require; willingness to travel long distances during emergency/non-emergency assignments to effectively meet the mission, vision, and values of the Department; willingness to work overtime, including weekends and holidays; willingness to perform work in remote parts of the State away from home; willingness to possess and maintain sufficient strength, agility, and endurance to perform during mentally and emotionally stressful and emergency situations encountered on the job without endangering their own health and well-being of fellow employees, inmates, or the public; willingness to take direction from all levels of personnel at emergency incidents; willingness to maintain a neat personal appearance to comply with Department grooming standards; willingness to live at a fire station with other employees while on duty; and willingness to repair equipment during emergency incidents.

CONTACT INFORMATION

Department of Forestry and Fire Protection
P.O. Box 944246
Sacramento, California 94244-2460
(916) 445-7824

TDD is Telecommunications Device for the Deaf and is reachable only from phones equipped with a TDD Device
1 (800) 735-2929 (TT/TDD) 1 (800) 735-2922 (Voice)
STS is Speech-to-Speech Service for persons with a speech disability and is reachable at
1 (800) 854-7784 (California) or 1 (800) 947-8642 (Nationwide)

DISCLAIMER

Please go to the following website to review the official California Department of Human Resources (CalHR) class specification: <http://www.calhr.ca.gov/state-hr-professionals/pages/6387.aspx>

GENERAL INFORMATION

For an examination with a written feature, it is the candidate's responsibility to contact the Department of Forestry and Fire Protection, (916) 445-7824, three days prior to the written test date if he/she has not received his/her notice of appointment.

For an examination without a written feature, it is the candidate's responsibility to contact the Department of Forestry and Fire Protection three weeks after the final filing date if he/she has not received his/her notice.

If a candidate's notice of oral interview or performance test fails to reach him/her three days prior to their scheduled appointment due to a verified postal error, he/she will be rescheduled upon written request.

Examination Locations: When a written test is part of the examination, it will be given in such places in California as the number of candidates and conditions warrant. However, locations of interviews or performance evaluations may be limited or extended as conditions warrant.

Applications are available online at CalHR, local offices of the Employment Development Department and the testing Department on this job bulletin.

If you meet the requirements stated on this bulletin, you may take this examination, which is competitive. Possession of the entrance requirement does not assure a place on the eligible list. Your performance in the examination will be compared with the performance of the others who take this test, and all candidates who pass will be ranked according to their scores.

The testing Department reserves the right to revise the examination plan to better meet the needs of the service, if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service laws and rules and all competitors will be notified.

General Qualifications: Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, and ability to work cooperatively with others; and a state of health consistent with the ability to perform the assigned duties of the classification. A medical examination may be required. In open examinations, investigation may be made of employment records and personal history and fingerprinting may be required.

Eligible Lists: Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) sub-divisional promotional, 2) Departmental promotional, 3) multi-Departmental promotional, 4) service-wide promotional, 5) Departmental open, 6) open. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in one to four years unless otherwise stated on the bulletin.

Promotional Examinations Only: Competition is limited to employees who have a permanent civil service appointment and military veterans that meet all the minimum qualifications. Under certain circumstances, other employees may be allowed to compete under provisions of Rules 234, 235, and 235.2. State Personnel Board Rules 233, 234, 235, 235.2, and 237 contain provisions regarding civil service status and eligibility for promotional examinations. These rules may be reviewed at Departmental personnel offices or www.jobs.ca.gov.

If High School Equivalence is Required: Equivalence to completion of the 12th grade may be demonstrated in any one of the following ways: 1) passing the General Educational Development (GED) Test; 2) completion of 12 semester units of college work; 3) certification from the State Department of Education, a local school board, or high school authorities that the candidate is considered to have education equivalent to graduation from high school; 4) for clerical and accounting classes, substitution of business college work in place of high school on a year-for-year basis.

Veterans' Preference Points: California Law (Government Code 18971-18978) allows the granting of Veterans' Preference Points in open entrance and open, non-promotional entrance examinations. Veterans' Preference Points will be added to the final score of all competitors who are successful in these types of examinations, and who qualify for, and have requested these points by mail. **In open (only)** entrance examinations, Veterans' Preference Points are granted as follows: 10 points for veterans, widows, and widowers of veterans, and spouses of 100% disabled veterans (5 points for widows, widowers, and spouses if the veteran was in the National Guard); and 15 points for disabled veterans. **In open, non-promotional** entrance examinations, Veterans' Preference Points are granted as follows: 10 points for veterans and 15 points for disabled veterans. Employees who have achieved permanent State civil service status are not eligible to receive Veterans' Preference Points. "Permanent State civil service status" means the status of an employee who is lawfully retained in his/her position after completion of the applicable probationary period. This includes permanent intermittent, part-time, and full-time appointments. In addition, individuals who at any time achieved permanent State civil service status and subsequently resigned, or were dismissed from State civil service are not eligible to receive Veterans' Preference Points. Veteran status is verified by the State Personnel Board (SPB). Directions to apply for Veterans' Preference Points are on the Veterans' Preference Application (STD. Form 1093), which is available at www.jobs.ca.gov or the Department of Veterans Affairs. **Note:** Effective January 1, 2014, candidates who qualify for Veterans' Preference will be awarded to qualifying Veterans who are successful in the examination in the form of Rank placement rather than points. All individuals awarded Veterans' Preference will be certified in Rank 1 of the eligibility list, regardless of score. All Open Exams/Eligible lists will award Veterans' Preference, regardless of the classification.

Career Credits: In open, non promotional examinations, career credits are granted to: 1) State employees with permanent civil service status, 2) full-time employees of the State who are exempt from State civil service pursuant to the provisions of Section 4 of Article VII of the California Constitution, and who meet all qualification requirement specified by the Board and have 12 consecutive months of service in an exempt position, and 3) individuals who have served one full year in, or are graduates of, the California Conservation Corps (eligibility shall expire 24 months after graduation from the California Conservation Corps). Three points are added to the final test score of those candidates who meet the above criteria, and who are successful in the examination. Such examinations cannot be for managerial positions described in Government Code Section 3513. Competitors not currently employed in State civil service who have mandatory reinstatement rights may also be eligible for career credits, but they must explain their service status in the appropriate section of the Examination/Employment Application. (STD. 678).

Felony Disqualification: You are disqualified from being employed as a peace officer if: 1) you have been convicted of a felony in California or any other State; 2) you have been convicted of any offense in any other State which would have been a felony if committed in California; 3) you have been charged with a felony and adjudged by a superior court to be mentally incompetent; 4) you have been adjudged addicted or in danger of becoming addicted to narcotics, convicted, and committed to a State institution. If you have been convicted of a felony, you may be allowed to participate in this examination if your conviction(s): 1) has/have been sealed under Penal Code Section 851.7, 851.8, 1203.45, or Health and Safety Code Section 11361.5; 2) has/have been expunged or is/are expugnable pursuant to Health and Safety Code Section 11361.5 regarding marijuana offenses; 3) was/were stipulated or designated to be a lesser included offense of marijuana possession under Health and Safety Code Section 11557 or 11366.

Confidentiality and Security: Pursuant to Government Code Sections 19680(c) and 19681(b) it is unlawful to copy and/or furnish confidential examination material for the purpose of either improving or injuring the chances of any person or to obtain examination questions or other examination material before, during, or after an examination. Every person violating these provisions is guilty of a misdemeanor, and adverse action will be pursued. This may result in the person being barred from competition in future examinations, withheld from certification lists, or cancellation of eligibility for employment in State civil service.

TRUCK/BULLDOZER INFORMATION

1. The type of truck you have experience driving (**you must specify the type and weight of Class 8 transport vehicle**). Please note: You must have one year of over-the-highway experience operating Class 8 transport vehicles with multi-speed manual shift transmissions, with a gross vehicle weight of at least 60,000 pounds or greater. **Please provide ALL the following information in each column (use additional sheets if necessary):**

[illegible]

2a. The type of bulldozer you have operated. Please note: You must have one year of experience operating a D6 or D7 bulldozer or equivalent size bulldozer produced by other manufacturers. **Please provide ALL the following information in each column (use additional sheets if necessary):**

[illegible]

TRUCK/BULLDOZER INFORMATION (Continued)

2b. The number of hours operating a D6 or D7 bulldozer or equivalent size in rugged terrain. **You must have at least 500 hours of operation of the specified bulldozer in rugged terrain (provide examples of the terrain and be specific). Please provide ALL the following information in each column (use additional sheets if necessary):**

Employer	Dates of Employment	Make/Model of Dozer	Type of Terrain (including % of slope)	Total Hours of Operation in Rugged Terrain
Sample: Parnham Construction	2/1/97-1/1/98	John Deere 750	Mountainous Terrain (1:1 Slope)	500

3. Do you possess a commercial Class A driver license? ____YES ____NO

If yes, please provide your driver license number _____, Class _____, and expiration date _____.

Other: _____

The information you provide is part of your application and is considered certified as true and complete.

Applicant's Signature

Date